



Faculty of Medicine
Office of the Dean
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January 14, 2020 (MUNFA Collective Agreement April 30, 2019 - August 31, 2020)

Adjunct Professor Appointment Guidelines)

For Adjunct professor appointments please view the following VP Academic office website <http://www.mun.ca/vpacademic/Recruitment/appointments/> and you will need the following information to put forward recommendation to the Dean:

1. Letter of request from the faculty member to each Discipline/Division requesting a new appointment or that his/her appointment be extended.
2. Complete the Recommendation for appointment form http://www.mun.ca/vpacademic/Adj_Professor_Form.pdf
3. Letter of support from each Discipline/Division Chair, Head etc. recommending appointment or re-appointment
4. Current CV for faculty member
5. Appointments will be for a **3 year period** and are renewable.

If these appointments have expired, there will be **no** back dating documents, therefore you will require a new start and end date

For further details visit the MUNFA Collective Agreement https://www.mun.ca/facultyrelations/academic/asm/Final_MUN-MUNFA_CA_2019.pdf

ADJUNCT APPOINTMENTS

24.02 When it is appropriate for academic or professional reasons, a non-ASM may be appointed to a non-ASM position as Adjunct Professor. An Adjunct Appointment shall be made on the recommendation of the Administrative Head of the Academic Unit, following Collegial Consultation with the ASMs in the Unit. The letter of appointment shall state the privileges and sharing, if any, of duties and responsibilities and shall be copied to the Association.

When you forward your Chair/Department Head's recommendations for Adjunct appointments to the Dean, please indicate whether Collegial Consultation has been carried out.

Note: Please send these to the Academic Affairs Coordinator at academicaffairs@med.mun.ca for processing.

/jmcbg

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.

Adjunct Appointment Guidelines revised 2020 January